

**Town of Rowe FY2013
Board of Health
Meeting Minutes for January 4th, 2013**

Present: **Board Members:** David Cousineau, Chair and Jennifer Morse. Joann Brown, absent
Clerk, Marcella Stafford Gore

Call to order 6:00PM

GENERAL BUSINESS

Minutes

December 21st, 2012 meeting minutes approved and signed

Warrant (s)/Invoices

The board reviewed and signed invoices no payroll warrant this meeting.

TRANSFER STATION

Attendants Logs

Dave read aloud the attendants logs; Logs accepted and filed.

FCSWMD

Transponder Request

Jennifer will retrieve a transponder (or two if available) from one of the transfer station attendants and mail it to Waste Management.

HEALTH SERVICES

Statistical Summary

Town Nurse, Sheila Litchfield, presented the board with a summary of the nurse office services for 2012.

Monthly Report

Dave read aloud portions of the monthly report; 113 clients encounters for December.

Budget

Sheila recommends that the board increase her operating budget by \$500.00 to cover the cost of the fee required in order to bill Medicare and Mass Health for flu vaccine purchased and administered. She believes that reimbursements will well exceed the fee amount.

The board agreed and voted to raise the Health Services Operations budget to \$6,500.00.

Jenn informed the board the Sheila now has a key to the Fire Station. The towns vaccine supply will be placed in the fire house refrigerator should there be a power outage at the town hall.

TITLE V

Foster

All paperwork for the Foster *Alternative Sewage Disposal System* was accepted and filed.

Gates

The board reviewed paperwork from the Title V inspection conducted on November 13th, 2012 for the Gates property located at 40 Shippee Road; **System failed.**

Hoffman

The board reviewed the application and plans for a *Disposal System Repair* for property located at 312 Zoar Rd., owner John Hoffman.

The board voted to have Health Agent, Lisa Danek Burke, review the plans before issuing the construction permit. Marcella will contact Lisa.

NEW BUSINESS

1-Budget

The board reviewed the budget draft for FY14 and voted to make the following revisions;

FY 13		FY14
	<i>BOH Operations</i>	
\$17,000.00		\$16,000.00
	<i>Health Services Operations</i>	
\$ 6,000.00		\$ 6,500.00
	<i>Refuse Garden Operations</i>	
\$38,000.00		\$33,000.00
	<i>Special Project (compactor roof)</i>	
None		\$ 1,600.00

Marcella will update the budget worksheet and email it to Town Administrator, Ellen Miller.
Marcella will also contact Ellen to schedule the date for the budget meeting with the Selectmen

Adjourned: 6:49pm

Next meeting date, January 4th, 2013

Meeting adjourned 7:37 pm.

David Cousineau, Chair

Joann Brown

Jennifer Morse

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Minutes accepted at the 1-16-13 BOH meeting.